



*Office of Radiological,  
Nuclear, and Process Safety Regulation  
for TWRS Privatization Contractors*

**TWRS  
Regulatory  
Unit**

Richland Operations Office, MS A4-70, PO Box 550, Richland, WA 99352  
Phone (509) 376-6012 Fax (509) 376-3661

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## Meeting Record

**IMS #** 98-RU-0259

**Meeting Purpose:** RU/BNFL Topical Meeting to discuss the protocol, topics, and schedule, and planning process for future Topical Meetings.

**Meeting Date:** August, 13, 1998

**Meeting Place:** Room G-58, Federal Building, Richland, Washington

**Attendees:** See attendance list, Attachment 1

**Prepared By:** Robert Smoter

**Concurrence:** George Kalman

**KEY ITEMS:**

1. The RU Regulatory Official (RO) made opening remarks. Key point made was that the Topical Meetings were an important element of the TWRS-P contract put in place to improve Regulatory Unit and BNFL communication on technical issues during the TWRS-P design phase. Improved communication will reduce the probability of substantial unforeseen regulatory or technical issues associated with the BNFL Construction Authorization Request.
  2. BNFL made opening remarks. Key point made was that BNFL saw Topical Meetings as a mechanism for coming to closure on important technical safety issues affecting the design of their facility.
  3. The RU outlined the evolution of the Topical Meeting concept (See Attachment 2, A Topical Meeting Genesis Documents@).
  4. The RU outlined the following points regarding frequency and schedule for Topical Meetings:
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- a. Topical Meetings will be held approximately monthly. There is flexibility in the interval but the RU expects that 12 meetings will be held within a one-year period.
  - b. BNFL will maintain a 4-month rolling Topical Meeting schedule.
5. The RU and BNFL described the development of agendas for Topical Meetings. The following key points were discussed:
- a. The RU identified a need for a BNFL point-of-contact for agenda development. BNFL stated that Don Edwards would perform this function until otherwise specified.
  - b. The RU and BNFL agreed that a working meeting should be held two weeks prior to finalizing each Topical Meeting agenda to work-out issues and details including a list of participants and a meeting location.
6. The RU stated the following regarding the implementation of its Openness Policy as it relates to Topical Meetings:
- (1) Topical Meetings will be open to the public.
  - (2) Public notification of upcoming Topical Meetings will be made one week prior to each meeting.
  - (3) BNFL shall inform the RU in advance if Proprietary Information will be presented during the course of the meeting so that the public notification is annotated accordingly.
7. The RU and BNFL discussed the specifics of achieving closure on the technical issues discussed at Topical Meetings. The following key points were made:
- a. The RU stated that Topical Meetings were developed primarily to close-out unresolved issues related to the Initial Safety Assessment review.
  - b. The RU noted that the objective of each Topical Meeting, as specified in the DOE/BNFL contract, is closure of the scheduled topics. To support this objective, supporting document submittals will be required at least two weeks prior to the meeting.
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- c. The RU stated that in order to obtain resolutions of technical issues at Topical Meetings, BNFL needs to make it clear to the RU in advance of the meeting what the specific technical issues are and what type of resolution is desired.
  - b. BNFL asked if Topical Meetings will be a mechanism for coming to final closure on selected technical issues. The RU stated that this is the intent, however regardless of agreements reached in Topical Meetings there is always the possibility that new safety-related information will be identified following a Topical Meeting. The TWRS-P regulatory process involves regulatory reviews associated with prescribed regulatory actions that involve interactions with various reviewers, the public, the NRC, and other interested parties. The Topical Meetings do not circumvent the regulatory process. The RU will need to address new safety information as it comes to the attention of the RU.
8. The RU, DOE-EH, and BNFL discussed documenting resolution of technical issues discussed at Topical Meetings. The following key points were made:
- a. Technical issue resolutions will be documented either 1) in meeting minutes associated with the Topical Meeting, or 2) in a Safety Evaluation Report (SER) issued by the RU. The approach taken would depend on the complexity of issue involved and the extent of RU review necessary to arrive at a regulatory position on the technical issues discussed.
  - b. Meeting minutes documenting technical issue resolutions will be made available within two weeks of the Topical Meeting
  - c. SERs documenting RU positions on technical issues will be completed on a schedule determined on a case-by-case basis. Topical Meeting minutes will document agreements made regarding the schedule for completing SERs.
  - d. The resolution of technical issues in Topical Meetings results in an agreement in principle but such agreements do not constitute a component of the Authorization Basis. The resolution of issues in Topical Meetings documented in SERs or meeting minutes does not eliminate the need to describe and provide a basis for technical approaches in BNFL authorization basis documents (e.g., Safety Analysis Report, Integrated Safety Management Plan, etc.). Technical resolutions reached as the result of Topical Meetings will become part of the authorization basis following subsequent acceptance of authorization basis documents by the RU in a formal regulatory action (e.g., an authorization action or authorization basis document amendment action).
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9. The RU and BNFL discussed the scope of issues and topics that would be addressed in Topical Meetings. The following key points were made:
- a. The RU presented its list of the specific topics to be addressed in the Topical Meetings over the next 12 months (see Attachment 2, ARU/BNFL Topical Meetings Twelve Month Schedule of Topics®).
  - b. The RU states that Topical Meetings would be used to facilitate closing the 131 ISER issues that were transmitted to BNFL in the 7/2/98 letter [ID LETTER]. The RU and BNFL discussed the closure of ISER items and following items were agreed:
    - (1) BNFL will link the ISER issues with specific topics identified in the four-month BNFL rolling Topical Meeting schedule. The BNFL schedule will incorporate all 131 issues during the first 12 months.
    - (2) A number of the 131 ISER issues might not be appropriate for resolution in Topical Meetings. Some issues will be resolved by virtue their incorporation in the PSAR. Other issues may be based on pre-meeting document submittals and RU review. In all cases, the issue closure mechanism will be documented in the meeting minutes.
    - (3) As a topic of the Topical Meeting 2 to be held in September, a BNFL proposal for less than full discussion and resolution for certain ISER issues will be evaluated. BNFL will provide a proposal (list of ISER issues and proposed resolution path) as starting point for this part of the Topical Meeting 2.
  - c. The RU stated that in addition to the currently identified topics and ISER issues, the Topical Meetings should also include emergent technical issues. The RU stated that discussion of process-related issues would be avoided.
  - d. The RU and BNFL discussed addressing AP-106 issues in a Topical Meeting. BNFL stated that AP-106 technical issues do not come into play until late in the design phase and that BNFL felt it would be more appropriate to indefinitely defer AP-106 technical discussion (i.e., not include AP-106 in the current list of RU designated 12-month schedule of topics). The RU agreed to consider this.
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10. The RU and BNFL discussed BNFL's proposed four-month Topical Meeting rolling schedule (refer to Attachment 2, "Proposed Initial Schedule of Topical Meeting Subjects"). The following specific items were discussed:
- a. BNFL made a general comment regarding the Topical Meeting rolling schedule indicating that the planning basis for the schedule assumed that BNFL activities would be fully funded starting September 1, 1998.
  - b. Topical Meeting 2, September, Topic: Inspection Process. The RU and BNFL discussed RU development of the Inspection Program. The following key points were discussed:
    - (1) The RU stated that a number of documents including 1) the Inspection Program Description (RL/REG-98-05) was issued, 2) the Inspection Program Implementing Plan, and 3) RU Inspection Procedures have either been issued or were being developed and would be issued shortly. The RU questioned the utility of the Inspection Process discussion in light of the availability of this information
    - (2) BNFL stated that it would be beneficial to have a discussion on the inspection program and that the Topical Meeting might serve as a forum to resolve any BNFL comments or questions that might arise during their review of the inspection program documents that are being published and provide an opportunity to discuss inspection protocol.
    - (3) BNFL stated that their primary area of interest in the RU inspection program at this point was what was going to be inspected and the timing of the inspections. The RU stated that the information BNFL was primarily interested in would be contained in the IPIP.
    - (4) The RU stated that considering the RU schedule for completing the IPIP and RU inspection procedures, it would be more appropriate to present the Inspection Program at Topical Meeting 5 (December time-frame).
    - (5) BNFL agreed to take-up the Inspection Program topic in Topical Meeting 5. The RU agreed to provide input on a replacement topic or topics for Topical Meeting 2 (note subsequent discussion under Item 10.g regarding defense-in-depth).
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- c. Topical Meeting 2, September, Topic: Regulatory Terminology - BNFL requested that the specific terminology to be addressed at the meeting be determined prior to the Topical Meeting. The RU stated that it intended to establish a list of terms to guide the discussion in the Topical Meeting 2 agenda.
- d. Topical Meeting 2, September, Topic: Limited Construction Authorization (LCA). The RU and BNFL discussed BNFL's current plans for site work under an LCA. The following key points were discussed:
  - (1) BNFL stated that site work under the LCA would include excavation work associated with all main facility structures, mud mat installation, and site work necessary to support construction (e.g., roads).
  - (2) BNFL stated that the LCA would not address closure of selected technical issues (e.g., seismic design criteria) as originally planned by BNFL. Closure on these issues will be pursued through the Topical Meetings and the regulatory process.
- e. Topical Meeting 2, September, Topic Criticality Approach - BNFL will present, for RU concurrence, the approach that will be used for resolving the criticality concern. The actual resolution of the criticality issue will not be attempted until a more detailed facility design is developed.
- f. Topical Meeting 3, October, Implementation of the RL/REG-96-0004 Process.

The RU stated that, as a general rule, Topical Meetings should address specific technical issues as opposed to process issues (such as implementation of RL/REG-96-0004). However, the RU agreed that in view of the importance of the RL/REG-96-0004 process to the success of the TWRS-P regulatory process and current RU concerns regarding BNFL's implementation of the process, that addressing BNFL's approach to implementing RL/REG-96-0004 would be an appropriate exception to the rule.

- g. Topical Meeting 3, October, Topic: Defense-in-depth.

The RU stated that resolution of the technical issues associated with BNFL's approach to defense-in-depth early in the design phase was of particular importance to the RU and BNFL. The RU suggested that the defense-in-depth topic be moved up to Topical Meeting 2 as a replacement for the deferred Inspection Process topic (see Item 10.b(5) above), if

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BNFL could support earlier resolution of the issues. BNFL agreed to address the defense-in-depth during Topical Meeting 2.

h. Topical Meeting 4, November, Topic: Hydrogen Control

The RU requested that BNFL widen this topic to include other explosion hazard issues and link appropriate ISER issues (see Item 9.b above) to the topic. BNFL agreed to widen the scope of the topic and attempt to identify the related ISER issues.

11. The RU and BNFL discussed tentative dates for Topical Meetings 2 and 3. The following dates were identified:

Topical Meeting 2 **B** September 24, 1998

Topical Meeting 3 **B** October 22, 1998

The RU agreed to work with the groups attending the meetings to finalize these dates.

12. The RU stated that it would be appropriate and beneficial to have WDD personnel present at Topical Meetings since a number of technical discussions may bear upon areas of interest to WDD or WDD may have information relevant to resolving issues discussed at Topical Meetings. The RU stated that it would contact WDD and express a desire for WDD presence at future Topical Meetings.

**INFORMATION EXCHANGED:**

1. Meeting Handout (see Attachment 2).

**ACTIONS:**

1. BNFL to establish and maintain a 4-month rolling Topical Meeting schedule that includes incorporation of items discussed at this Topical Meeting (see Key Item 10 for specific adjustments to currently proposed schedule).
  2. RU to consider establishing procedure to address the documentation of Topical Meeting technical issue closures (see Key Item 8.e).
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3. BNFL to link specific ISER issues to 4-month rolling schedule topics (see Key Item 9.b).
4. RU to consider and decide on deleting the AP-106 issues from the current RU 12-month schedule of Topical Meeting topics.
5. RU to identify list of terms to discuss as part of the Regulatory Terminology topic for Topical Meeting 2 in September (see Key Item 10.c).
6. RU agreed to finalize Topical Meeting 2 and 3 dates (see Key Item 11).
7. RU to contact WDD to solicit their presence at future Topical Meetings (see Key Item 12).

**ATTACHMENTS:**

1. Meeting Attendance List
  2. Meeting Handout
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**Attachment 1**

**Regulatory Unit / BNFL  
8/13/98 Meeting Attendance List**

Robert Barr	RU/DOE
*Ray Bocanegra	RU/DOE
Kayle Boomer	BNFL
*Ko Chen	RU/DOE
Alan Dobson	BNFL
Don Edwards	BNFL
Andy Elsdon	BNFL
Clark Gibbs	RU/DOE
*Albert Hawkins	RU/DOE
Tom Hull	DOE-EH
*Neal Hunemuller	RU/DOE
George Kalman	RU/DOE
Ninu Kaushal	RU/DOE
Doug Kirk	BNFL
Dennis Klein	BNFL
Don Silverman	BNFL/Morgan, Lewis & Bockins
Robert Smoter	RU/PNNL
Mike Tokar	NRC

\*Partial Attendance

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**Attachment 2**

**Meeting Handout**

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